

Date: March 25th, 2019

Report To: Planning and Development Executive Committee

From: Tyson Dennis, Chief Building Official/Municipal Planner

Re: **TBT Request for Side Entrance Agreement**

Robert Frenette of TBT Engineering has submitted, to the Planning and Development Department, a design for renovations for their newly purchased building located at 255 Scott Street. This design includes having an office space entrance which will be barrier free accessible on the West wall of 255 Scott Street. The entrance will encroach on the Town owned property known as Rainy Lake Square.

TBT Engineering has been working with the Planning and Development Department on a temporary access agreement to allow for access from the new entry onto Rainy Lake Square. TBT has agreed to maintain walking paths to ensure patrons during winter months have a safe walking path to the entry. The maintenance will be no additional cost to the Town of Fort Frances.

During events at the Rainy Lake Square, fencing and barricades will be used to ensure no entry will be available to events from 255 Scott Street. TBT Engineering will have a listing of events so sufficient planning can occur for all involved parties.

Planning and Development Executive Committee and TBT Engineering agreed at the February 4th, 2019 meeting to enter into a temporary agreement for the Rainy Lake Square to be used for the 255 Scott Street entry. This agreement is temporary due to unknown circumstances that may arise in the first year of the entry being in use. Administration will review the use over the next 9 months and work with TBT Engineering to create a permanent land use agreement by April 1st, 2020.

Attached to this report is the temporary land use agreement and Schedule 1 showing the entry and plans at 255 Scott Street. Please review and give comments for Council's final acceptance at its April 8th, 2019 meeting.

Respectfully submitted,

Original Signed By

Tyson Dennis

Chief Building Official/Municipal Planner